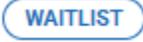


Registering for SPA

1. Log into [Infinite Campus Parent Portal](#)
2. Select “School Store” from the menu
3. Under “Summer School” click on “Shop”
4. Under “SPA Registration”, click “View”
5. **Scroll down and READ ALL** instructions in the SPA introduction
6. Use the **Recipient** drop-down to select the child you wish to sign-up for SPA (note that all people in your household will appear in the Recipient box but you can only successfully select children going into grades 7-12).
7. Use the **Activity Options** drop-down to select the session.

Important: If the session you have selected is full, you will see  next to the Price. You can either select a different session or click “Join Waitlist” at the bottom. If you join the waitlist for a session, you will not pay or fill out any paperwork until a spot opens up.

If you selected an available session, proceed to step #8

8. Click on the link for each of the required form.
 - [SPA Overview](#) – Rules/Regulations
 - [SPA Registration](#) – you will need to know your child’s T-shirt size for this step.

Each form must be read and electronically signed. To sign, click the  icon on the last page of each document

9. Click ‘Add to Cart’
10. Do steps 4-9 above for EACH CHILD you would like to register.

11. **IMPORTANT** – After you sign up all students, you **must** go to My Cart and click “Submit”, even if your balance is \$0.00. You should receive an email receipt once you have completed the process. This does not apply to Waitlist students.
12. Once your registration has been completed, you will be able to view your completed forms under ‘Activity Registration’ on the “Upcoming” tab in the Campus Parent Portal. Just make sure you have the correct student selected if you have multiple students in the district.

If you have placed your child on a Waitlist and would like to remove them OR you are notified they can now register, do the following:

1. Log into [Infinite Campus Parent Portal](#)
2. Select “Activity Registration” from the menu AND make sure that student is selected in the upper right-hand corner.
3. Click on the “Upcoming” timeframe tab.
4. Find “SPA 2025” in the Registered Activity Information and click either “Leave Waitlist” or “Register Now”, whichever is applicable. If Registering, once you get to the registration screen, follow instructions at the top of this document.